Verification Details Graduate (Coursework) Programmes – AY2020/2021 (July Intake)

Acceptance Status:
You may check your acceptance status [https://wis.ntu.edu.sg/webexe/owa/pgr$adm_acceptform.main](https://wis.ntu.edu.sg/webexe/owa/pgr$adm_acceptform.main)

Important Dates for Admission

<table>
<thead>
<tr>
<th>Important Dates</th>
<th>Action Required</th>
<th>Action By</th>
</tr>
</thead>
<tbody>
<tr>
<td>After 1 Jun 2020</td>
<td>Submit Student Pass application.</td>
<td>Full Time International Students</td>
</tr>
<tr>
<td>22 Jun - 26 Jun 2020</td>
<td>Complete <a href="#">Online Verification</a> form via <a href="#">E-Verification portal</a></td>
<td>All Students</td>
</tr>
<tr>
<td>22 Jun – 7 Aug 2020</td>
<td>Upload outstanding documents through E-Verification portal (only if requested by Office of Admissions – Email will be sent out latest by 15 July)</td>
<td>All Students</td>
</tr>
<tr>
<td>22 Jun – 30 Sep 2020</td>
<td>Upload <a href="#">Official Verification Report</a> through E-Verification portal</td>
<td>Students who graduated from Overseas Universities</td>
</tr>
<tr>
<td>22 Jun onwards</td>
<td>Complete Travel declaration via <a href="#">Travel Declaration system</a> - Students may indicate tentative travel plan and make changes to re-declare travel once confirmed.</td>
<td>All Students</td>
</tr>
<tr>
<td>29 Jun – 3 Jul 2020</td>
<td>Complete <a href="#">Online matriculation</a> via Online matriculation portal</td>
<td>All Students</td>
</tr>
<tr>
<td>TBC</td>
<td><a href="#">Health Screening</a> at University Health Service</td>
<td><a href="#">Full- time International Students</a> who are currently residing in Singapore and have obtained IPA</td>
</tr>
<tr>
<td>27 Jul 2020</td>
<td>Start of AY 2020 Trimester</td>
<td>All Students</td>
</tr>
<tr>
<td>11 Aug 2020</td>
<td>Start of AY2020 Semester</td>
<td>All Students</td>
</tr>
</tbody>
</table>

**NOTICE**

The following group of students are required to attend onsite verification:

- Students who graduated from Overseas Universities with Bachelor and/ or Masters Degree and did not provide Official verification report by **30 September 2020**.
- Students enrolled in MSc (Maritime Studies) with overseas COC qualifications.

*Details on onsite verification will be updated in due course. Please look out for updates in this document.*

Students who graduated from the following local Autonomous University (AU) are exempted from onsite verification:

- Nanyang Technological University
- National University of Singapore
- Singapore Management University
- Singapore University of Technology and Design
- Singapore Institute of Technology
- Singapore University of Social Sciences
Steps to submit Online Verification form

1. Click here to log in.
2. Key in Application number, click “Go”.
3. Key in NRIC/ Passport number and date of birth (DD-MMM-YYY), click “Submit”.
4. Check that all particulars (Name, Date of Birth, Citizenship, Gender, etc.) are correct.  
   • If you need clarifications on your particulars, please email us at admission_coursework@ntu.edu.sg
5. Ensure that you have completed the following sections and select accordingly:
   • Contact information
     o If you do not have a local address, you may indicate current address. You may update your latest address and local contact number through Graduate Student Link (GSLink) once accessible.
   • Emergency Contact
     o Not mandatory for emergency contact to have local address.
     o Ensure that email address (if applicable) is in small letters.
   • Employment in NTU (if applicable)
   • Eligibility for MOE Subsidy
     o Update if you have previously graduated/ withdrawn from any programmes from local Autonomous University
   • For Full-time Student Only (if applicable)
     o Update if you have outstanding obligations in relation to scholarship or bond from previous programme from NTU
   • Criminal Records Declaration
6. Ensure that all particulars and information are correct before submitting the form. Otherwise, you may click “Save” and return within Online verification period to complete the verification.

Upload Documents

• Uploading of documents is NOT required unless requested from us. Please ensure the following when uploading of documents:
  o File size must not be more than 2MB
  o File name must be in English characters
  o Upload of documents is still be available after you have completed online verification

• Official Verification Report
  Applicants who have graduated outside of Singapore and are presenting overseas credentials/ degrees are required obtain an official verification report from an NTU approved credential verification agency.

  Chinese Universities:
  o http://cqv.chinadegrees.cn/en/ (Sample 1)
  o https://www.chsi.com.cn/xlcx/en/brief.jsp (Sample 2)
  ➢ Request Verification report for Bachelor degree, not Graduate Certificate or Transcripts
  Note: Please ensure that verification report is valid for verification.

  Others to go through degree verification agencies as follows:
  o World Education Services Inc. (WES): https://www.wes.org/
    • Select Basic package and document-by-document evaluation.
    • Indicate your address as the recipient.
  Note: For applicants who graduated from Universities in United States, you may request for a Verification report from either WES (Canada) or from National Student Clearinghouse.
  o You may email us at admission_coursework@ntu.edu.sg if your University offers an official degree verification system or link.
**Important Notes**

1. **Online Matriculation**
   
   Please ensure that you have completed the following procedures before proceeding with Online matriculation:
   
   - Accepted Offer, Obtain Matriculation number, and Created Network Account
   - Completed Travel Declaration
   - Completed Online Verification

2. **International students**
   
   a. **Student Pass (For Full- Time International Students)**
      
      **[Please submit application for student’s pass after 1 June]**
      
      To apply for student pass, please access https://solar.ica.gov.sg/solar/index.xhtml to submit the Student’s Pass Online Application and Registration (SOLAR) electronically.
      
      - SOLAR Information can be found in Offer Acceptance Confirmation email. Please check inbox/junk mail after you have accepted the offer.
      - Please check all information in SOLAR before submitting your Student’s Pass application.

      Information on application of Student's Pass can be found here.

      **Collection of Student Pass**

      Collection of Student Pass information will be updated in due course.

      **Note:**
      
      Due to Covid-19 pandemic, please do not make any early travel plans without both IPA letter and Ministry of Education’s (MOE) pre-entry approval. Students entering Singapore must produce the In-Principle Approval (IPA) accompanied by pre-Entry Approval from Ministry of Education (MOE). Email notification will be sent to students when MOE has given approval.

   b. **Immigration Pass (Part- time International Students)**
      
      International Students who are not a citizen or Permanent Resident of Singapore must ensure that they possess a valid immigration pass issued by ICA or Ministry of Manpower (MOM) to study and reside in Singapore throughout the entire period of their studies.

3. **Health Screening**
   
   The offer of admission is made to you subjected to the condition that the University is satisfied that you are medically fit to pursue the programme of study. **As such, all students (Part-time and Full-time) must undergo health screening prior to admission.**

   **Singapore Citizens/ Singapore Permanent Resident/ Part time International Students**

   Students residing in Singapore **are required** to have the health screening done by any registered general practitioners in Singapore. The completed Health screening Form (MC1) and X-ray report are to be submitted to UH for endorsement. A nominal/administrative charge of $5 will be levied on students who seek endorsement.

   **Full time International students**

   Health screening test **MUST BE DONE** at the campus clinic - Fullerton Healthcare @ NTU, University Health Service (UHS) Building. You are required to collect your health screening results from the medical centre.

   **Booking of health screening appointment will be announced in due course.**

   For information on health screening and booking of health screening appointment, please click on the link: http://admissions.ntu.edu.sg/graduate/Pages/Healthscreening.aspx.
4. **Accommodation**

Please check the accommodation website for updates on housing application period: [http://www.ntu.edu.sg/has/Graduate/Pages/index.aspx](http://www.ntu.edu.sg/has/Graduate/Pages/index.aspx).

For further enquiries, please email to has-pg@ntu.edu.sg

5. **Medical Insurance (For Full-Time Students)**

All full-time matriculated students are covered under the NTU student insurance schemes. To find out more about the medical and insurance schemes, please click [HERE](http://www.ntu.edu.sg/has/Graduate/Pages/index.aspx).

6. **Fees**

   a. **MOE subsidy**

      From AY2019 onwards, MOE subsidy only applies to Singaporean and Singapore Permanent Resident (SPR) students. International students enrolled in Coursework Programmes under S. Rajaratnam School of International Studies (RSIS) programmes are still eligible for MOE subsidy. The subsidy is capped at the normal course duration of 1 year for full-time students and 2 years for part-time students. Students who take longer than the normal course duration will be liable for non-subsidised fees during the extended semesters.

      International students enrolled in other Coursework Programmes will be liable for non-subsidised tuition fees.

      Students who have previously enjoyed MOE subsidy in a graduate programme will not be eligible for MOE subsidy in another graduate programme at the same or lower level.

   b. **Tuition fees**

      The bill for tuition fee and miscellaneous fees will be sent via email by the NTU Shared Services - Finance (NSS-Finance) approximately 2 weeks after commencement of classes.

      Candidates who withdraw from the programme within the first 2 weeks of the first semester shall not be liable for Tuition Fee and Miscellaneous Fee. Candidates are expected to have sufficient funds to cover all the expenses of their entire period of study.

      For more information on the eligibility guidelines for MOE Subsidy and the latest fees, please visit fees website: [http://admissions.ntu.edu.sg/graduate/coursework/BeforeApplying/Fees](http://admissions.ntu.edu.sg/graduate/coursework/BeforeApplying/Fees)
7. **Schedule of Classes**

Please refer below for school’s email for any enquiries on class schedules:

<table>
<thead>
<tr>
<th>School</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lee Kong Chian School of Medicine</td>
<td><a href="mailto:gradprog_LKCMedicine@ntu.edu.sg">gradprog_LKCMedicine@ntu.edu.sg</a></td>
</tr>
<tr>
<td>Nanyang Technopreneurship Centre</td>
<td><a href="mailto:TIPEN@ntu.edu.sg">TIPEN@ntu.edu.sg</a></td>
</tr>
<tr>
<td>School of Civil and Environmental Engineering</td>
<td><a href="mailto:ceemscprog@ntu.edu.sg">ceemscprog@ntu.edu.sg</a></td>
</tr>
<tr>
<td>School of Computer Science and Engineering</td>
<td><a href="mailto:SCSE-MSAI@ntu.edu.sg">SCSE-MSAI@ntu.edu.sg</a></td>
</tr>
<tr>
<td>School of Electrical and Electronic Engineering</td>
<td><a href="mailto:eee_msc@ntu.edu.sg">eee_msc@ntu.edu.sg</a></td>
</tr>
<tr>
<td>School of Materials Science and Engineering</td>
<td><a href="mailto:msegraduate@ntu.edu.sg">msegraduate@ntu.edu.sg</a></td>
</tr>
<tr>
<td>School of Mechanical and Aerospace Engineering</td>
<td><a href="mailto:mae.msc@ntu.edu.sg">mae.msc@ntu.edu.sg</a></td>
</tr>
<tr>
<td>School of Physical and Mathematical Sciences</td>
<td>MSc (Analytics): <a href="mailto:msa@ntu.edu.sg">msa@ntu.edu.sg</a></td>
</tr>
<tr>
<td></td>
<td>MSc (Financial Technology): <a href="mailto:MScFinTech@ntu.edu.sg">MScFinTech@ntu.edu.sg</a></td>
</tr>
<tr>
<td>S. Rajaratnam School of International Studies</td>
<td><a href="mailto:rsisadmissions@ntu.edu.sg">rsisadmissions@ntu.edu.sg</a></td>
</tr>
<tr>
<td>Wee Kim Wee School of Communication &amp; Information</td>
<td><a href="mailto:wkwsci_coursework@ntu.edu.sg">wkwsci_coursework@ntu.edu.sg</a></td>
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